

**Community Water Systems
SYSTEM WATER PLAN
INITIAL FORM (2012)**

Community Water System Name

91-

Community Water System Number

A community water system is a public water system that serves at least 15 service connections or twenty-five year-round residents. Community water systems are required to submit an initial System Water Plan and an update every five years.(A.R.S. § 45-342).

The system water plan has three components:

- ◆ Water Supply Plan
- ◆ Water Conservation Plan
- ◆ Drought Preparedness Plan

Instructions are listed under each section of this form.

Exemptions

- Systems with a Designation of Assured or Adequate Water Supply may skip Part 1: Water Plan.
- Systems that are located in Active Management Areas (AMAs) and that are regulated under one of the programs for large municipal water providers (serve more than 250 acre-feet water per year) may skip Part 3: Conservation Plan.
- A system located in an AMA and regulated as a small provider may skip the Conservation Plan if it can demonstrate that it will be regulated as a large provider within the next five years. For instructions, see *A.R.S. § 45-342 F*.

Mail your system water plan to the following address:

Arizona Department of Water Resources
Planning and Data Management Section
3550 N. Central Ave.
Phoenix, AZ 85012

For assistance, please contact us:

Phone: (602) 771-8585 or (602) 771-8608

Email: ecws@azwater.gov.

For more information, go to <http://www.azwater.gov/azdwr/StatewidePlanning/Drought/CWS.htm>



PART 1: WATER SUPPLY PLAN

Community Water System Name/Number

Does your system have a Designation of Assured or /
If yes, you may skip this section (A.R.S. § 45-342) and continue with Part 2 – Drought Plan Update.

A. Service Area Lands

1. City/town where system is located:

2. County where system is located:

3. Township/range/section where your system is located (if known):

4. Approximate square miles of service area:

5. Describe the area you serve. **If you serve more than 1,850 people, you must also submit a service area map** unless you have already submitted map pursuant to A.R.S. § 498. The map or description should describe or show the boundaries of your service area, interconnections, and transmission and distribution lines. (The map may also show streets, town limits, landmarks, etc.).

6. Type of area served (consider majority of area served). Please check all that apply:
 - Residential single family
 - Mixed uses (residential and non-residential)
 - Commercial
 - Mobile home park
 - Institutional (military base, school, or correctional facility)
 - Homeowner's Association or Co-operative
 - Other -- If other, please describe below:

7. Typical or predominant landscaping type in residential areas: Please check only one type.
 - Low water- use landscaping
 - Turf
 - Not landscaped/not irrigated (dirt or natural desert)
 - No outdoor water use (e.g. mobile homes with no yards)
 - Other -- If other, describe below:

8. Average residential lot size:
 - Less than 10,000 sq ft
 - 10,000 sq ft – 1 acre (43,560 sq ft)
 - 1 – 5 acres
 - 5.1 – 10 acres
 - More than 10 acres

B. Sources of Supply

1. Please check all sources of water supply used to meet demand in your system:
 - Groundwater
 - Non-CAP Colorado River water
 - CAP
 - Reclaimed water
 - Other surface water – (If other, list source here)

2. If you checked groundwater above, do you measure water levels in your wells? Yes No

3. For each well, provide the well registration number and the most recent water level measurement and date measured (if available).

ADWR Well Registration Number (55 - _____)	Depth - to - Water	Date Measured

(If more space is needed, please attach additional sheets.)

C. Interconnections

NOTE: If you are located within an Active Management Area (AMA), interconnect agreements may be reviewed by the director of the ADWR pursuant to substantive policy statement GW37 as authorized by A.R.S. §45-492(C).

1. Do you have an interconnection with another water system? Yes No

2. If yes, list name of other system(s):

3. Describe the interconnections, including conditions under which water transfer can take place.

D. Water Sold and Purchased

1. Did you sell water to another water system during the past five years? Yes No
 If yes, list quantities and systems. Please use either gallons or acre-feet, but not both, and indicate which unit you are using: gallons acre-feet
(To convert acre-feet to gallons, multiply by 325,851. To convert gallons to acre-feet, divide by 325,851.)

2. Did you purchase water from another water system during the past five years? Yes No
 If yes, list systems and quantities:
 Please use the same units (gallons or acre-feet) that you selected previously.

E. System Production/Demand

1. How much water did you use from the sources below? If your system is not metered, please estimate. Please use the same units (gallons or acre-feet) that you selected previously.

Year	Month	Groundwater	Colorado River (Non-CAP)	CAP	Other Surface Water	Reclaimed Water	TOTAL
2007	Jan						
	Feb						
	Mar						
	Apr						
	May						
	Jun						
	Jul						
	Aug						
	Sep						
	Oct						
	Nov						
	Dec						
							Total

2007 average daily demand (divide total volume by 365 days) = _____

Year	Month	Groundwater	Colorado River (Non-CAP)	CAP	Other Surface Water	Reclaimed Water	TOTAL
2008	Jan						
	Feb						
	Mar						
	Apr						
	May						
	Jun						
	Jul						
	Aug						
	Sep						
	Oct						
	Nov						
	Dec						
							Total

2008 average daily demand (divide total volume by 365 days) = _____

Year	Month	Groundwater	Colorado River (Non-CAP)	CAP	Other Surface Water	Reclaimed Water	TOTAL
2009	Jan						
	Feb						
	Mar						
	Apr						
	May						
	Jun						
	Jul						
	Aug						
	Sep						
	Oct						
	Nov						
	Dec						
							Total

2009 average daily demand (divide total volume by 365 days) = _____

Year	Month	Groundwater	Colorado River (Non-CAP)	CAP	Other Surface Water	Reclaimed Water	TOTAL
2010	Jan						
	Feb						
	Mar						
	Apr						
	May						
	Jun						
	Jul						
	Aug						
	Sep						
	Oct						
	Nov						
	Dec						
							Total

2011 average daily demand (divide total volume by 365 days) = _____

Year	Month	Groundwater	Colorado River (Non-CAP)	CAP	Other Surface Water	Reclaimed Water	TOTAL
2011	Jan						
	Feb						
	Mar						
	Apr						
	May						
	Jun						
	Jul						
	Aug						
	Sep						
	Oct						
	Nov						
	Dec						
							Total

2011 average daily demand (divide total volume by 365 days) = _____

2. What days did you have the highest demand? If you are not sure, please estimate. Please use the same units (gallons or acre-feet) that you selected previously.

Estimated Peak Day Demand	
2007	Date:
	Quantity:
2008	Date:
	Quantity:
2009	Date:
	Quantity:
2010	Date:
	Quantity:
2011	Date:
	Quantity:

Were the quantities you entered in questions 1 and 2 above mostly metered or mostly estimated?

mostly metered mostly estimated

3. In the past five years, were there any instances where you were not able to meet peak demand?
Check either the first choice or any of the remaining choices that apply.

- Peak demand was always met
- Well pump failed
- Well casing collapsed
- Well went dry
- Storage tank failed
- Surface water shortage
- Distribution line break/failure
- Interconnect down
- Treatment facility problem/failure
- Other (Please describe): _____

4. Do you have storage facilities?

- Yes No

If yes, what is your total storage capacity?

5. Do you treat your potable water?

- Yes No

If yes, describe treatment facilities/methods:

F. Analysis of Projected Water Demand

1. Fill in the table below with your projected system population and projected demand. You may contact ADWR for assistance with projecting population and demand. Please use the same units (gallons or acre-feet) that you selected previously.

Year	Projected population	Projected average daily demand on system
2015		
2020		
2030		

2. Do you anticipate problems meeting these future demands? Yes No

3. Do you expect any type of change in your area that could increase the demand on your water supply?
Check either the first choice or any of the remaining choices that apply.

- No change expected
- Development
- Population increase
- Industry
- Agriculture
- Other (If other, describe below)

4. Are you planning to make any changes to help you meet demand over the next 20 years? Check either the first choice or any of the remaining choices that apply.
- No changes planned
 - Additional and/or improved conservation program
 - Increased storage
 - Additional well(s)
 - Deepen well(s)
 - Other (If other, describe below)
5. Do you need assistance with water resource planning? Check either the first choice or any of the remaining choices that apply.
- No assistance required at this time
 - Conservation resources
 - Projecting future demand
 - Drought planning
 - Well/aquifer information
 - Other state agency contact information
 - Other (If other, please describe below)



PART 2: DROUGHT PREPAREDNESS PLAN

Community Water System Name/Number _____

Instructions

Before beginning your drought plan, please note there are two help sheets available for assistance on ADWR's Community Water System web page <http://www.azwater.gov/azdwr/StatewidePlanning/Drought/CWS.htm>:

- *Simplified drought stages and management measures for small systems* provides examples of drought stages and management measures for smaller water providers.
- *Conservation and Drought Planning for Community Water Systems: How do they work together?* includes tips on drought and conservation planning, as well as example drought stages and management measures for large and small systems.

A. Emergency Operations Contact Person

Name: _____

Position: _____

Phone number: _____

B. Drought Plan of Action

1. Decide how many drought stages you will have for your water system and fill them in the **Drought Stage Name or Number** column in the table below. *ADWR suggests three or four stages, beginning with "no drought – normal conditions".*
2. Decide what management measures will be appropriate for your system for each drought stage. Fill in the measures you have chosen for each drought stage in the **Management Measures** column of the table. *You may choose measures from the help sheets, choose your own measures, or a combination of the two.*

Note: If you have a curtailment tariff in place, it may be submitted in place of the drought plan if it includes all the information in the pages below.

Drought Stage Name or Number	Management measures <i>(consider measures for the system and for the customers)</i>
(Normal conditions)	<i>(see Part 3 Conservation Plan for measures you wish to implement during normal conditions)</i>

B. Implementation of Drought Stages

1. Do you utilize any of the following factors to help you determine when to initiate a drought stage for your system? Please check all that apply.

	Yes	No	<i>Would like to receive</i>
Precipitation data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Precipitation and weather forecasts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Regional drought conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Range and forage conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquifer levels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (Describe)_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Who has the authority to initiate and/or change a drought stage for your system?
3. If you chose to make any of your management measures mandatory for your customers, how will you enforce them?

C. Communication with Customers

1. Do you utilize any of the following for educating your customers about drought conditions and the need for water conservation? Check all that apply.

	<i>Already implementing</i>	<i>Plan to implement</i>
Information with water bill	<input type="checkbox"/>	<input type="checkbox"/>
Free publications	<input type="checkbox"/>	<input type="checkbox"/>
Media (radio, tv)	<input type="checkbox"/>	<input type="checkbox"/>
Website	<input type="checkbox"/>	<input type="checkbox"/>
Speakers bureau/presentations	<input type="checkbox"/>	<input type="checkbox"/>
Workshops	<input type="checkbox"/>	<input type="checkbox"/>
Other (Describe)_____		

2. How will customers be notified of a drought stage declaration and implementation of associated management measures? *Note that different stages of drought may need different notification methods. If the system has reached the point of a water shortage, rapid notification will be necessary.*

Please check all that apply.

Deliver notice door to door	<input type="checkbox"/>
Mail notice to service address	<input type="checkbox"/>
Post signs at well sites	<input type="checkbox"/>
Post signs at entrances to major subdivisions	<input type="checkbox"/>
Other (Describe) _____	

D. Development of Emergency Supplies

1. How will you get water to your customers in an emergency water shortage situation? *(Note that it is the community water system's responsibility to have an emergency source of water and an emergency plan in place.)*

Check either the first choice or any of the remaining choices that apply.

- We do not have a backup supply
- Utilize interconnection
- Haul water
- Use backup well
- Provide bottled water
- Drill new well
- Other (If other, please describe.)

2. Should alternative/backup water supplies become necessary, do you have arrangements in place to obtain them?

Yes No



PART 3 WATER CONSERVATION PLAN

Community Water System Name/Number _____

Is your system located in an Active Management Area (AMA) and regulated under one of the programs for large municipal water providers? Yes No

If yes, you may skip this section and continue with Part 4 – Certify and Submit.

Below are examples of water conservation measures or best management practices (BMPs) that can reduce water use, improve water efficiency, and enhance drought preparedness. Please check all that apply.

CONSERVATION MEASURES (BEST MANAGEMENT PRACTICES)	Already implement- ing = ✓	Will implement in next 5 years = ✓	Would like more information = ✓
1. General Measures			
Wells are metered			
Service connections are metered			
Water rate structures encourage efficient water use. (e.g. higher rates for higher use)			
Reclaimed water used for landscape watering.			
2. Measures to Limit Lost and Unaccounted for Water			
Leak detection and repair			
Meter testing, repair and replacement			
Storage tank evaporation controls			
Infrastructure and/or storage facility improvements			
Elimination of illegal connections			
Other (Describe)			
3. Measures to Raise Public Awareness			
Free conservation handouts or materials for customers			
Conservation tips with water bills or on website			
Request that customers reduce water use by a %			
Participation in special events and/or community programs			
Other (Describe)			
4. Measures to Assist Customers or Provide Outreach			
Residential audit program			
Advice on how to check home for leaks and make repairs			
Residential interior retrofit program			
Non-residential interior retrofit program			
Non-residential water budgeting program			
Residential or non-residential low water-use landscape information and/or consultations			
High water-use notification			
High water inquiry resolution			
Water waste investigations and assistance			
Other (Describe)			

5. Measures to Educate and/or Train Customers			
Adult education and/or training workshops and classes			
Youth education program			
Speakers bureau			
Xeriscape demonstration garden			
Other (Describe)			
6. Incentives for Efficient Water Use or Conservation			
Residential toilet rebate or incentive for efficient toilets			
Residential toilet replacement			
Rebates or incentives for other efficient fixtures or appliances			
Rebates or incentives for turf conversion or xeriscape installation			
Rebates or incentives for gray water or rainwater fixtures			
Non-residential rebates, incentives, loans, etc.			
Other (Describe)			
7. Measures to Restrict Water use (Conditions of Service or Ordinance)			
Prohibiting water waste or tampering			
Limiting turf or water intensive landscapes in new residences or developments			
Requiring low water-use landscapes			
Designating landscape watering days or times			
Prohibiting high water use activities (such as landscape watering) during peak demand hours			
Requiring water-conserving fixtures or appliances that are more efficient than specified in current state codes			
Requiring hot water recirculation devices			
Requiring retrofits on resale			
Requiring on-site rainwater harvesting			
Requiring gray water plumbing			
Requiring car wash recycling			
Requiring a water use plan for new large commercial or industrial customers			
Other (Describe)			
8. Innovation or Research Programs			
Evaluating a new technology or program			
Implementing a new technology or program			
Researching a new technology or program			
Other (Describe)			



PART 4: CERTIFY AND SUBMIT

Community Water System Name/Number

I HEREBY CERTIFY that the above statements are true to the best of my knowledge and belief.

Name of the person preparing the form

Title

Signature of person preparing the form

Date Submitted

Telephone

Email

Please return form by fax, email or mail to:
Arizona Department of Water Resources
Planning and Data Management Division
3550 N. Central Avenue
Phoenix, AZ 85012

FAX: 602-771- 8690

EMAIL: ecws@azwater.gov

THANK YOU

